

**Agency Report of:  
Ceremonial Role Events and  
Ticket/Admission Distributions**

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<b>1. Agency Name</b> <u>City of San Jose Public Works</u>		Date Stamp <u>2013 JUN -6 AM 10</u>	California Form <b>802</b> For Official Use Only
Division, Department, or Region (if applicable) <u>Fleet Division</u>			
Street Address <u>1661 Senter Rd.</u>			
Designated Agency Contact (Name, Title) <u>Matt Morley</u>		<input type="checkbox"/> Amendment (Must provide explanation in Part 3.)	
Area Code/Phone Number <u>(408) 535-1298</u>	E-mail <u>MAT.Morley@sanjoseca.gov</u>	Date of Original Filing: _____ (month, day, year)	

**2. Function, Event, or Ceremonial Role Information**

Title Sharks Playoff game Face Value of Each Admission \$ 300-

Description Sharks v. Kings Date(s) 5, 26, 13

Ticket(s)/Admission(s) provided by agency? Yes ☒ No ☐ If no: \_\_\_\_\_  
Name of Source

Was the distribution to persons identified below made at the behest of an agency official?

Yes ☐ No ☐ If yes: \_\_\_\_\_  
Official's Name (Last, First) and Title

**The identity of recipient(s) and the explanation:**

Name (Last, First) or Organization (Name, Address, Description)	Number of Admission(s)/ Ticket(s)	Agency Official	<ul style="list-style-type: none"> <li>Check the Income box if the agency official claims admission as taxable income. If the agency official performed a ceremonial role, also provide a description.</li> <li>If not income, describe the public purpose, including ceremonial roles, performed by an agency official, individual, or organization.</li> </ul>	Income
<u>City of San Jose</u>	<u>16</u>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u>Employee Recognition</u>	<input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>		Income <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>		Income <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>		Income <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>		Income <input type="checkbox"/>

**3. Verification**

I have read and understand FPPC Regulations 18944.1 and 18942. I have verified that the distribution of admissions, set forth above, is in accordance with the provisions.

Matthew Morley Matthew Morley Deputy Director 5/30/13  
Signature of Agency Head or Designee Print Name Title (month, day, year)

Comment: (Use this space or an attachment for any additional information including amendment explanation.)

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Ceremonial Role Events and  
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**California 802  
Form**

**A Public Document**

This form is for use by all state and local government agencies. The form identifies persons that receive admission tickets and passes and describes the public purpose for the distribution. This form was prepared by the Fair Political Practices Commission (FPPC) and is available at [www.fppc.ca.gov](http://www.fppc.ca.gov).

**General Information**

FPPC Regulation 18944.1 sets out the circumstances under which an agency's distribution of tickets to entertainment events, sporting events and like occasions would not result in a gift to individuals that attend the function. In general, the agency must adopt a policy which identifies the public purpose served in distributing the admissions and then must post the policy on the agency's website. The Form 802 serves to detail each event and the public purpose of each agency distribution. FPPC Regulation 18942 lists exceptions to reportable gifts, including ceremonial events, when listed on this form.

When the regulation procedures are followed, persons who receive admissions are listed on a Form 802. Agency officials do not report the admissions on the official's Statement of Economic Interests, Form 700, and the value of the admission is not subject to the gift limit.

The Form 802 also informs the public as to whether the admissions were made at the behest of an agency official and whether the behested tickets were provided to an organization or specific individuals.

**Website Posting**

The Form 802 must be posted on the agency's website within 30 days after the distribution. If the agency does not maintain a website, the form must be maintained by the agency as a public record, be available for public inspection and copying, and be forwarded to the FPPC for posting on its website.

**Privacy Information Notice**

Information requested by the FPPC is required by and used to administer and enforce the Political Reform Act. Failure to provide information may be a violation subject to administrative, criminal, or civil penalties. All reports and statements are public records available for inspection and reproduction. If you have any questions regarding this notice, please contact the FPPC General Counsel at Fair Political Practices Commission 428 J Street, Suite 620 Sacramento, CA 95814 (916) 322-5660.

**Instructions**

**Part 1 Agency Identification:**

List the agency's name and street address. Provide a designated agency contact person, their phone number, and e-mail address. Mark the amendment box if changing any information on a previously filed form and include the date of the original filing.

**Part 2 Function, Event, or Ceremonial Role Information:**

Provide the title of the event, the face value (i.e., the cost to the public) of each admission, a brief description of the event, and the date(s) of the event. Check the box indicating whether the tickets or admissions were provided by the agency. If the answer is no, identify the outside source.

Check the box indicating whether the distribution was made at the behest of an agency official. If the answer is yes, provide the full name and title of the agency official.

In the table, Column 1, identify the recipient of the distributed admissions. The full name is required for individuals. If admission is provided to an organization, individual names are not required but the organization's name, address, and brief description must be identified.

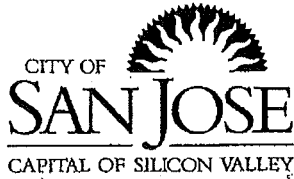
In the table, Column 2, disclose the total number of tickets/admissions distributed.

In the table, Column 3, check the box indicating whether the recipient was an agency official.

In the table, Column 4, if an agency official claims admission as taxable income, mark the income box. A description of a ceremonial role conducted by an agency official must be identified even if the official will claim the ticket as income. Alternatively, provide the public purpose for the distribution that is associated with the agency's policy that is posted on the agency's website.

**Part 3 Verification:**

The agency head or a designee must sign this form acknowledging that he or she has read, understands, and verifies compliance with FPPC Regulations 18944.1 and 18942.



# Memorandum

TO: DEBRA FIGONE

FROM: David Sykes

SUBJECT: EMPLOYEE RECOGNITION -  
REQUEST TO USE CITY SUITE  
AT HP PAVILION

DATE: January 29, 2013

Approved

Date

2/5/13

The Public Works Department requests approval to reserve and use the City Suite in the HP Pavilion to recognize employees. This appreciation event will be devoted to recognizing the ***Alternative Service Delivery Team*** winners of the ***2012 Pride of San Jose Award for Innovation and Collaboration***. The teams include individuals from three City Departments, led by Public Works Fleet Management. Because staff collaborating in this success is a large group, this request is for two uses of the suite.

We are very excited and proud of the team's innovation and collaboration in implementing extremely creative solutions providing alternative service delivery models to improve services.

Happy Hollow Park and Zoo was experiencing high operating costs for ride maintenance and impacting the park's bottom line. PW Fleet Management and PRNS staff working in collaboration established and implemented a ride operator inspection training program which subsequently certified many additional ride operator inspectors in the PW and PRNS Departments. In the new delivery model, ride operators perform daily inspections while PW staff perform weekly inspections and all needed repairs. This program change is currently tracking approximately \$175,000 in savings during the first year of implementation and provides the same level of uptime for the rides.

In another program, Public Works Fleet Management and PBCE established a very choreographed and synchronized service model where PBCE vehicles in need of repair or service would be placed in designated locations at their regular parking location and then retrieved by PW staff. Vehicle repair and maintenance services would then occur during after-hours and weekend shifts. Because PW already had the desired shifts and staff in place to meet this need, it was a process of prioritizing and scheduling work to better accommodate PBCE and not impact other customers, which is exactly what occurred. Upon service and repair completion, vehicles were washed, fueled and returned to their original location and available for use the following business day. This allowed for the operator to experience zero vehicle downtime, which translates to greater time available to serve our residents and increase revenue.

What is extraordinary about these service delivery improvements are they both occurred without increasing staff or resources. This demonstrates everything that is great about our employees and

DEBRA FIGONE

January 29, 2013

**Subject: Request to Use City Suite at HP Pavilion**

Page 2

their ability to create efficiencies by thinking outside the norm, working together and executing the desired outcome.

We request your support of our efforts to recognize these accomplishments by approving the use of the City Suite. If you have any questions, please contact Dan Sunseri, PW Fleet Division Manager at 975-7266. Thank you for your consideration of this request.



David Sykes

Director of Public Works